

Sewer Utility Fund Fund 25

Mission:

The mission of Utilities Engineering and Operations is to provide exceptional customer service while protecting the environment by designing and operating a dependable sanitary sewer collection system.

Goals:

- Develop a cost accounting system for operations to better define the operational cost of each station, gravity systems vs. vacuum systems and the underground maintenance section.
- Keep up with the regulatory environment and the proposed Sanitary Sewer Overflows Regulations (SSO).
- Automate and maintain the “as-built” record drawings to keep the sanitary sewer interface file with GIS up to date and accurate.

Implementation Strategies for FY2004:

- Develop an inventory and cost of the materials routinely used in operations and utilizes the Hansen Work Management Software to track and report.
- Participate with the Hampton Roads Planning District Commission (HRPDC) and attend technical programs and seminars offered.

Budget Issues:

- In FY2000, the major budget issue was the capital outlay for an INTRAC alarm system.
- In FY2001, a position was added to assist in the maintenance of the vacuum sewer systems. The debt service payments for the \$9.4 million Revenue Sewer Bonds issued in December 1999 were added as operational expenses. Funding for the staff of the Utility Billing operations was allocated to this fund and the Solid Waste Management Fund from the General Fund.
- In FY2002, two Equipment Operator positions were included. Increased funding was for vehicle maintenance and a plotter/scanner/copier machine.
- In FY2003, two Construction/Maintenance positions were approved to assist with the growing infrastructure. Also, increased funding was approved for machinery and equipment.
- For FY2004, there are no significant changes.

**SEWER UTILITY FUND
FUND 25**

	FY2003 Original Budget	FY2004 Adopted Budget
Revenues:		
Operating	<u>5,462,500</u>	<u>5,679,000</u>
Total	<u><u>5,462,500</u></u>	<u><u>5,679,000</u></u>
Expenditures:		
Operating	3,766,628	3,840,205
Construction / Capital outlay	<u>380,000</u>	<u>560,000</u>
Total	<u><u>4,146,628</u></u>	<u><u>4,400,205</u></u>

**SEWER UTILITY FUND
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	FY2000 Actual Expenditures	FY2001 Actual Expenditures	FY2002 Actual Expenditures	FY2003 Original Budget	FY2003 Expected Appropriations	FY2004 Adopted Budget	%Change Original 2003/ Adopted 2004
Expenditure by Activity							
Utility Operations	1,752,185	1,883,835	1,933,070	2,073,634	2,073,634	2,146,905	3.53%
Engineering	848,475	868,459	928,296	983,360	983,360	986,266	0.30%
Debt Service	4,971,368	3,728,088	2,303,569	709,634	709,634	707,034	-0.37%
Land Acquisition	-	-	277,848	-	-	-	
Utility Construction	986,795	396,806	384,217	380,000	1,554,067	560,000	47.37%
Total Expenditures	8,558,823	6,877,188	5,827,000	4,146,628	5,320,695	4,400,205	6.12%

Expenditure by Category							
Personnel Services	1,561,366	1,704,555	1,791,437	2,003,696	2,003,696	2,106,734	5.14%
Contractual Services	186,966	189,013	138,078	205,000	205,000	170,000	-17.07%
Internal Services	145,501	157,546	164,968	160,830	160,830	162,000	0.73%
Other Charges	529,730	510,859	534,585	514,200	514,200	541,500	5.31%
Materials & Supplies	159,835	151,628	157,758	119,100	119,100	126,700	6.38%
Capital Outlay	1,004,047	435,489	732,889	430,420	1,604,487	583,450	35.55%
Contributions	-	-	3,706	3,738	3,738	2,777	-25.71%
Debt Service	4,971,368	3,728,088	2,303,569	709,634	709,634	707,034	-0.37%
Transfers to Other Funds	10	10	10	10	10	10	0.00%
Total Expenditures	8,558,823	6,877,188	5,827,000	4,146,628	5,320,695	4,400,205	6.12%

% of Total FY2004
Funding Sources

Funding Sources							
Permits, Fees, Regulatory Licenses	34,595	28,972	73,096	30,000	30,000	50,000	0.88%
Use of Money and Property	484,812	521,375	255,786	300,000	300,000	150,000	2.64%
Charges for Service	5,152,263	4,872,087	5,966,405	5,132,500	5,132,500	5,479,000	96.48%
Local Miscellaneous	8,803	21,894	1,658	-	-	-	0.00%
Commonwealth Categorical Aid	-	174,347	-	-	-	-	0.00%
Non-Revenue Receipts	52,751	-	1,162	-	-	-	0.00%
Transfers - Other funds	54,592	-	-	-	-	-	0.00%
Total Funding Sources	5,787,816	5,618,675	6,298,107	5,462,500	5,462,500	5,679,000	100.00%

FTE's

Management	2.00	2.00	2.00	2.00	2.00	2.00
Professional/Technical	14.00	15.50	15.50	15.50	15.50	15.50
Admin/Clerical	1.25	1.25	1.25	1.25	1.25	1.25
Trades & Crafts	19.50	20.50	22.50	24.50	24.50	24.50
	36.75	39.25	41.25	43.25	43.25	43.25

